Institution: University of South Florida Sarasota-Manatee (451671)
User ID: P4516711

Overview

Institutional Characteristics Overview

Welcome to the Institutional Characteristics (IC) component. This component collects important information about your institution's mission, admissions, student services, and student charges.

Much of the data reported on IC appear on College Navigator, a college search service for students. **Please report data correctly, as College Navigator is only updated one time after IC data have been reviewed, so errors may stay on the website for a full year.**

Additionally, the cost of attendance data are used to calculate the net price of attendance in the Student Financial Aid component. This has important implications for what students see about your institution, and also for the College Affordability and Transparency lists.

Remember, **it is the responsibility of the keyholder to provide NCES with accurate data about the institution**. Please never hesitate to call the IPEDS Help Desk and ask for help to make sure that you are reporting correctly!

Changes to This Year's Institutional Characteristics Component:

- There is a new question that asks at what levels your institution offers distance education: undergraduate, graduate, or no distance education offered. Please carefully review the definition of distance education before responding.
- **‼** Cost of attendance data will only be collected for the current year. Any changes to prior year data need to be made in the prior year revision system. Starting next year, only one year of data will be able to be revised in prior year systems.

Reviews of the IC survey data indicate a number of places where many people make errors. Please review the common errors listed below to ensure your institution does not make any reporting errors which may affect your institution's appearance to students and others.

- **Do not try to outsmart fatal errors.** In some cases, this provides false information to students or may cause an institution to appear on the College Affordability and Transparency lists. Fatal errors are there for a reason - contact the Help Desk at 877.225.2568 and they will happily help you to figure out what you are doing incorrectly, or provide an override if necessary.
- **Admissions data are for first-time students only.**
- **Many institutions are open admission but indicate that they are not.** If your institution only requires a GED or other high school equivalent and/or an ability to benefit test, and admits almost all students that apply, your institution is open admission.
- **If your institution makes ANY (even one) exceptions to an on-campus housing requirement, you should not indicate that you require students to live on campus.** This leads to inconsistent and problematic reporting on the Student Financial Aid survey.
- **Academic year reporters need to report tuition, fees, and living expenses *for the entire academic year for which they are reporting*.** In order to be consistent with other institutions in IPEDS, please use the IPEDS definition of an academic year.

To download survey materials package for this component: Survey Materials

To see last year's data submission for this component: Reported Data

Part A - Mission Statement

1. Provide the institution's mission statement *or* a web address (URL) where the mission statement can be found. Typed statements are limited to 2,000 characters or less. The mission statement will be available to the public on College Navigator.

Mission Statement URL:

http://www.usfsm.edu/

Please begin URL with "http://" or "https://"

Mission Statement

2. Are all the programs at your institution offered completely via distance education?

○ Yes

◉ No

Part B - Estimated Fall Enrollment

Estimated 2012 Fall Enrollment

Provide an early estimate of the institution's fall enrollment for all levels offered. Levels should match those indicated 'Yes' in the IC Header survey. If you made an error in the IC Header survey, please contact the Help Desk.

These data will NOT appear in College Navigator, but will be made available via the IPEDS Data Center.

Estimates should be based on the definitions used in the IPEDS Fall Enrollment component submitted during the spring collection (for academic institutions report an estimate of the students that are/will be enrolled as of October 15, 2012; for program reporter institutions report an estimate of students enrolled in your institution at any time between August 1 and October 31, 2012). Prior year (PY) Fall Enrollment counts are provided for reference.

	Full-time	FT PY Enroll-ment	Part-time	PT PY Enroll-ment	Total
Undergraduate (academic or occupational programs)	801	815	985	902	1,786
Of undergraduates, those who are first-time, degree/certificate-seeking students	0		0		0
Graduate	23	57	142	135	165

Part C - Student Services - Special Learning Opportunities

1. Does your institution accept any of the following? [Check all that apply]

- ☑ <u>Dual credit</u> (college credit earned while in high school)
- ☐ <u>Credit for life experiences</u>
- ☑ <u>Advanced placement (AP) credits</u>
- ☐ None of the above

2. What types of special learning opportunities are offered by your institution? [Check all that apply]

- ☐ ROTC

☐ Army	☐ Navy	☐ Air Force

- ☑ <u>Study abroad</u>
- ☑ <u>Weekend/evening college</u>
- ☑ <u>Teacher certification</u> (for the elementary, middle school/junior high, or secondary level)

  Do **not** include certifications to teach at the postsecondary level.
  - ☐ Students can complete their preparation in certain areas of specialization
  - ☐ Students must complete their preparation at another institution for certain areas of specialization
  - ☑ This institution is approved by the state for the initial certification or licensure of teachers
- ☐ None of the above

3. If your institution grants a bachelor's degree or higher but does not offer a full 4-year program of study at the undergraduate level, how many years of completed college-level work are required for entrance?

Number of years	Two ▼

Part C - Student Services - Distance Opportunities

4. Which of the following selected student services are offered by your institution? [Check all that apply]

- ☑ Remedial services
- ☑ Academic/career counseling services
- ☑ Employment services for current students
- ☑ Placement services for program completers
- ☐ On-campus day care for children of students
- ☐ None of the above

5. Does your institution have its own library or are you financially supporting a shared library with another postsecondary education institution?

- ○ Have our own library
- ● Do not have our own library but contribute financial support to a shared library
- ○ Neither of the above

6. Indicate whether or not any of the following alternative tuition plans are offered by your institution.

- ○ No
- ● Yes
  - ☐ Tuition guarantee
  - ☑ Prepaid tuition plan
  - ☐ Tuition payment plan
  - ☐ Other (specify in box below)

7. Please indicate at what level(s) your institution offers distance education opportunities (courses and/or programs).

- ☑ Undergraduate
- ☑ Graduate
- ☐ The institution does not offer distance education opportunities

⊕ **You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website, and should be written to be understood by students and parents.**

Part C - Disability Service

Please indicate the percentage of all undergraduates enrolled during fall 2011 who were formally registered as students with disabilities with the institution's office of disability services (or the equivalent office).

⦿	3 percent or less		
○	More than 3 percent:		____ %

⊕ **You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website, and should be written to be understood by students and parents.**

Part D - Student Charges Questions

2. Does your institution charge different <u>tuition</u> for <u>in-district</u>, <u>in-state</u>, or <u>out-of-state</u> students?

If you answer Yes to this question, you will be expected to report tuition amounts for in-district, in-state, and out-of-state students.

Please only select Yes if you really charge different tuition rates, or you will be reporting the same numbers 3 times.

	○	No
	◉	Yes

3. Does your institution offer institutionally-controlled housing (either on or off campus)?

If you answer Yes to this question, you will be expected to specify a housing capacity, and to report a room charge or a combined room and board charge (D10).

	◉	No
	○	Yes
		Specify <u>housing capacity</u> for academic year 2012-13
		[ ]

4. Do you offer <u>board</u> or meal plans to your students?

If you answer Yes to this question, you will be expected to report a board charge or combined room and board charge (D10).

	◉	No
	○	Yes - Enter the number of meals per week in the maximum meal plan available
		[ ]
	○	Yes - Number of meals per week can vary (e.g., students' charge meals against a meal card)

Part D – Undergraduate Student Charges

If the institution charges an application fee, indicate the amount.

	Amount	Prior year
Undergraduate application fee	30	30

5. Charges to full-time undergraduate students for the full academic year 2012-13

Please be sure to report an average tuition that includes all students at all levels (freshman, sophomore, etc.).

	In-district	Prior year	In-state	Prior year	Out-of-state	Prior year
All full-time undergraduates						
Average tuition	5,519	5,048	5,519	5,048	15,442	14,235
Required fees	5	5	5	5	5	5

6. Per credit hour charge for part-time undergraduate students

Please be sure to report an average per credit tuition that includes all students at all levels (freshman, sophomore, etc.).

	In-district	Prior year	In-state	Prior year	Out-of-state	Prior year
Per credit hour charge	184	168	184	168	515	474

Part D - Graduate Student Charges

If the institution charges an application fee, indicate the amount.

	Amount	Prior year
Graduate application fee	30	30

Please do not include tuition for Doctor's Degree – Professional Practice programs.
Data for those programs are collected separately.

7. Charges to full-time graduate students for the full academic year 2012-13

	In-district	Prior year	In-state	Prior year	Out-of-state	Prior year
Average tuition	10,029	9,301	10,029	9,301	20,218	19,412
Required fees	5	5	5	5	5	5

8. Per credit hour charge for part-time graduate students

	In-district	Prior year	In-state	Prior year	Out-of-state	Prior year
Per credit hour charge	418	387	418	387	842	808

Part E - Athletic Association

1. Is this institution a member of a national athletic association?

◉ No

○ Yes - Check all that apply

☐ National Collegiate Athletic Association (NCAA)

☐ National Association of Intercollegiate Athletics (NAIA)

☐ National Junior College Athletic Association (NJCAA)

☐ United States Collegiate Athletic Association (USCAA)

☐ National Christian College Athletic Association (NCCAA)

☐ Other

2. If this institution is a member of the NCAA or NAIA, specify the conference FOR EACH SPORT using the pull down menu.

Sport	NCAA or NAIA member			Conference
Football	◉ No	○	Yes-Specify	Select One ▾
Basketball	◉ No	○	Yes-Specify	Select One ▾
Baseball	◉ No	○	Yes-Specify	Select One ▾
Cross country and/or track	◉ No	○	Yes-Specify	Select One ▾

Prepared by

This survey component was prepared by:

	Keyholder		SFA Contact		HR Contact		Finance Contact		Other
○		○		○		○		⦿	

Name: Laura Hoffman

Email: lahoffman@sar.usf.ed

How long did it take to prepare this survey component? [   ] hours [30   ] minutes

The name of the preparer is being collected so that we can follow up with the appropriate person in the event that there are questions concerning the data. The Keyholder will be copied on all email correspondence to other preparers.

The time it took to prepare this component is being collected so that we can continue to improve our estimate of the reporting burden associated with IPEDS. Please include in your estimate the time it took for you to review instructions, query and search data sources, complete and review the component, and submit the data through the Data Collection System.

Thank you for your assistance.

Summary

Institutional Characteristics Component Summary
Academic Year Reporters

IPEDS collects important information regarding your institution. All data reported in IPEDS survey components become available in the IPEDS Data Center and appear as aggregated data in various Department of Education reports. Additionally, some of the reported data appears specifically for your institution through the College Navigator website and is included in your institution's Data Feedback Report (DFR). The purpose of this summary is to provide you an opportunity to view some of the data that, when accepted through the IPEDS quality control process, will appear on the College Navigator website and/or your DFR. College Navigator is updated approximately three months after the data collection period closes and Data Feedback Reports will be available through the ExPT and sent to your institution's CEO in November 2013.

Please review your data for accuracy. If you have questions about the data displayed below after reviewing the data reported on the survey screens, please contact the IPEDS Help Desk at: 1-877-225-2568 or ipedshelp@rti.org.

GENERAL INFORMATION	
Mission Statement	http://www.usfsm.edu/strategicplan/html.php
Are all the programs at your institution offered completely via distance education?	No
Special Learning Opportunities	Study abroad Weekend/evening college Teacher certification (below the postsecondary level)
Student Services	Remedial services Academic/career counseling services Employment services for current students Placement services for program completers
Credit Accepted	Dual credit (college credit earned while in high school) Advanced placement (AP) credits

PRICING INFORMATION		
Average undergraduate student tuition and fees for academic year 2012-13	Tuition	Fees
In-district	$5,519	$5
In-state	$5,519	$5
Out-of-state	$15,442	$5
Average graduate student tuition and fees for academic year 2012-13	Tuition	Fees
In-district	$10,029	$5
In-state	$10,029	$5
Out-of-state	$20,218	$5
Alternative tuition plans	Prepaid tuition plan	

Edit Report

Institutional Characteristics

University of South Florida Sarasota-Manatee (451671)

Source	Description	Severity	Resolved	Options
Screen: Enrollment				
Screen Entry	The number you entered, 23, is outside the expected range of within 30% of the number reported in last year's Enrollment. Please fix or explain. (Error #11190)	Explanation	Yes	
Reason:	Graduate level enrollment was down due to downward trend in College of Education admissions.			